

Type to Learn 4: Agents of Information Student Login and Other Information

Instructions for using the program begin on page 40 of the Type to Learn 4 User Manual. It is available to all faculty on a new Graland Educational Technology wiki: <https://gralandedtech.wikispaces.com/>

Student Login: The Macbooks should have a shortcut to Type to Learn on the student dock. If, for some reason it isn't there, try to go to Finder > Applications > Type to Learn 4 or contact the Graland Helpdesk at helpdesk@graland.org

Student User Name = first initial + last name (up to 12 *lowercase* letters, no spaces, numbers or other characters)

Student Password = graland (all lower case)

Account Code = 104324 (Use the first time the program is run on a computer and after the computer is reimaged.)

NOTE: Nicknames and hyphenated or "two parent" last names were used, *lowercase letters only*. **User names are limited to 12 characters.** In most cases, children who had the same user names were in the same family. When that was the case, the older child's user name is the first and second letter + up to 10 letters of the last name.

Exceptions to the Default Student Login MS Name

Grade Level	Student Name	Login Name
6th	Samantha Almon	saalmon
	Calvin Hall	cahall
	Mason Munro-Elhrich	mmunroelhrich
	Mary Buford Turner	mbturnage
7th	Brooks Benson	brbenson
	Clare Berzins	clberzins
	Joey Cowperthwaite	jcowperthwai
	Andrew James	ajames
	Brooke Stevens	brstevens

Student Goals: Accuracy is the primary objective, not speed. Students are tempted to rush through the lessons rather than try to type accurately. All students benefit from adult monitoring and positive reinforcement of the proper technique, even when they are not using the typing tutor. Pgs. 82-84 in the Type to Learn 4 User manual contain rubrics that indicate the various techniques that are important to keyboarding, ergonomic exercises and a student self-evaluation rubric.

As you probably know, basic skills should include good posture, focus on hands on the home-row keys, using the thumb for spacebar, opposite pinkie on the shift key (rather than Caps Lock), and using both hands (at

all times) on the keyboard. Keyboarding research indicates, like most skills, some individuals have natural ability and others struggle a bit more to be competent. Idiosyncratic (individual) styles often develop; they may not interfere with a person's ability to be accurate and efficient.

Teacher Accounts: Your faculty Macbook should have Type to Learn 4 installed. If it doesn't you'll see it in the new image for 2009-10. You will find it in Finder > Applications > TTL4 App Alias.

6th-8th grades have a student account. This may be a good way to demonstrate the program. It can also be an alternate account for use if a student is visiting, etc.

Teacher User Name = GradeNumber+teacher (e.g. 6thteacher, 7thteacher, 8thteacher)

Teacher Password = graland

Teachers also have a Management account. This account login will allow you to change preferences for your students, retrieve student data, etc. If desired, you will receive training on this feature in the fall. You can access the teacher management features as part of the program or remotely @ <http://teacher.ttl4.com>

Teacher Manager User Name = Grade Number Spelled out and capitalized (e.g. "Second", "Seventh")

Teacher Manager Password = braobyek (keyboard spelled backwards)